

COUNTY OF SALEM
REQUEST FOR PROPOSAL FOR A
PSYCHOLOGICAL/PSYCHIATRIC SERVICE

Position and Term:

The County of Salem requests proposals from a Psychological/Psychiatric Service from January 1, 2011 to December 31, 2011.

Description of Services:

1. Serves as a Psychological/Psychiatric Service for the Salem County Correctional Facility employees of the correctional facility, performs individual psychotherapy sessions when necessary, performs psychological evaluations and fitness for duty evaluations. Conducts all pre-employment psychological evaluations. Provides required training.
2. Serves as a Psychological/Psychiatric Service for inmates of the Correctional Facility. Performs individual psychotherapy, group psychotherapy and performs risk assessments on suicidal inmates and other evaluations as ordered by the court.

Compensation:

Compensation shall be based on a professional services contract to be negotiated by the County with the applicant deemed to be most advantageous.

Compensation is paid on a yearly basis in accordance with detailed invoices submitted to the County through the County voucher process.

Fair and Open Process:

These proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. Applicants who meet with the Minimum Requirements for the position as set forth below, and are willing to provide the described services for the disclosed compensation, shall be evaluated on the basis of experience and qualifications as set forth in the criteria described below.

In order to be considered applicants must submit their reply to the Office of the County Purchasing Agent at 94 Market Street, Salem, New Jersey 08079 (phone # 856 935 7510 x 8401) on or **before 11:00 a.m. on December 15, 2010**. At that time and place all proposals received shall be publicly opened and announced by the County Purchasing Agent or his designee.

Proposals will thereafter be received by the Salem County Board of Chosen Freeholders who shall award the contract for the services. The award of the Contract will be based on the following criteria: (i) responsiveness to the Qualification Evaluation and other required submissions; (ii) general experience and reputation in the field; (iii) specific experience/knowledge of the County of Salem and the subject matter to be addressed under the Contract; (iv) qualifications and experience which most closely match the needs of the County; (v) availability to accommodate meeting and interface requirements with the County Officials for meetings, phone conferences, attendance at events and office consultations; (vi) office resources, including backup staff, which are deemed most adequate to service the needs of the County; and (vii) the applicant who is deemed otherwise most advantageous based on all information submitted or gathered in connection with the proposal.

The County reserves the right to: (i) not select any of the applicants; (ii) require applicants to submit to a personal interview and/or submit additional or clarifying information; (iii) to reject any or all proposals; (iv) to waive any informalities in the proposals; and (v) procure the articles or services from other sources if deemed most advantageous to the objectives of the County.

The County's determination of the applicant who is most advantageous to the goals and objectives of the County shall be final and conclusive.

The award of the contract shall be determined by majority vote on a resolution to be read by title at an open public meeting.

No applicant shall influence, or attempt to influence or cause to be influenced, any County Official, Officer or employee to use his/her official capacity in any manner which might tend to impair the objectivity or independence of judgment. No applicant shall cause or influence, or attempt to cause or influence, any County Official, Officer or employee to secure unwarranted privileges or advantages.

Minimum Requirements:

Must be fully licensed and in good standing in the State of New Jersey.

Qualifications Evaluation:

1. Minimum Requirements. Please attach resume and/or other documentation demonstrating compliance with the "Minimum Requirements" detailed above.